



FOOD SCOOP

“A Michigan Food & Nutrition Program Edition”

March, 2002

Issue No. 7

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NEED ASSISTANCE CALL:

School Meals Program	(517) 373-3347
Food Distribution	(517) 373-8642
Fiscal Reporting	(517) 373-0420
Child & Adult Care Food Program	(517) 373-7391
Fax Number	(517) 373-4022





Year End Report Workshops

We will be providing Year End Report Workshops during May 2002. These workshops will be announced in the April 2002 issue of Food Scoop.

The Year End Report is required and is important for you and us for the following reasons:

The **per lunch cost** is used to calculate the state supplemental lunch payment to **public** schools.

The **per breakfast cost** is used to justify “severe need” reimbursement rates.

The **per breakfast cost** is used to calculate supplemental breakfast payments for public schools whose revenue from federal, local and state at-risk funds fall short of their costs.

This Year End Report is the only source of information that allows us to meet our federal requirement for monitoring your fund balance. USDA requires that the ending balance of the food service fund does not exceed three months of operating cost.

Watch your mail in mid-April for the Year End Report packet that will include the form and instructions. If you have any questions, please contact Cheryl Schubel, School Meals Consultant at (517) 241-2597.



HOLD the DATE

The School Meals Unit of MDE is pleased to announce that it will be sponsoring a Summer workshop for Single Unit Managers and Head Cooks in June. The workshop will be held in two locations, Lansing and Grayling.

The Lansing site workshop will be held on Tuesday, June 18th.

The Grayling workshop will be held on Wednesday, June 19th.

Please plan to attend one of these sites and “***hold the date***”. More information about the agenda, times and speakers will follow.

HACCP is (almost) Here!!

Keep your eyes and ears open in the next few months. We are in the process of setting up HACCP training sites for school food service directors. Once the sites have been established, they will be published on the MDE website and in future issues of ***Food Scoop***. Sites are planned for all areas of the State, including the UP.

This will be a wonderful opportunity for food service directors to learn about HACCP and work with their staff implementing basic HACCP concepts.

Best of all, the training sessions will be provided *at no charge* and participants will receive a great HACCP manual filled with valuable information. This is all made possible through support from the National Food Service Management Institute (NFSMI), the MDE School Meals Consultants and HACCP trained state wide trainers. Please plan to attend a session.

/"Watch your mail mid-March for a set of Food Safety Posters from the National Food Service Management Institute."

<p><i>March 2002</i></p> <p><i>CALENDAR OF EVENTS</i></p> <p><i>CHILD NUTRITION PROGRAM</i></p>		<p><i>Michigan State Board of Education</i> <i>Kathleen N. Straus, President</i> <i>Sharon L. Gire, Vice President</i> <i>Michael David Warren Jr., Secretary</i> <i>Eileen L. Weiser, Treasurer</i> <i>Marianne Yared McGuire, NASBE Delegate</i> <i>John C. Austin</i> <i>Herbert S. Moyer</i> <i>Sharon Wise</i> <i>Thomas D. Watkins, Superintendent</i> <i>Governor John Engler, Ex-Officio</i></p>
<i>March 2002</i>		
<i>10</i>	<i>February Monthly Claim Due</i>	
<i>22-24</i>	<i>MSFSA Conference</i>	
<i>April 2002</i>		
<i>1</i>	<i>January Monthly Claim Deadline</i>	
<i>10</i>	<i>March Monthly Claim Due</i>	

STATEWIDE TRAINING CLASS SCHEDULING FORM

CONTACT PERSON INFORMATION	
<i>Today's date:</i>	
<i>Name of Person Requesting Class:</i>	
<i>Name of School:</i>	<i>School Code:</i>
<i>Telephone Number:</i>	
CLASS INFORMATION	
<i>Name of Class:</i>	
<i>Class Dates:</i>	
<i>Class Times:</i>	
<i>Class Location: (Room/Building Address)</i>	
<i>Ship materials to:</i>	
<i>Class Limit:</i>	
<i>Name of Instructor:</i>	
FOR SUMMER USE ONLY . . .	
<i>Contact person's name/telephone:</i>	
<i>Ship materials to:</i>	

*Please fax this form to the MDE office at (517) 373-4022, attention Linda/Jane
or*

e-mail it to: schmittjm@state.mi.us or bushongl@state.mi.us

*If you do not receive confirmation from our office within 2 business days,
please follow-up with our office.*

For MDE Only

<i>Class Folder Made</i> ____
<i>Listed in Food Scoop</i> ____

Entered on Master Schedule ____

c:\myfiles\forms\schedule.frm

STATEWIDE TRAINING PROGRAM CLASS SCHEDULE

2002

NOTE: All registrations must be in the MDE office before the deadline dates--
registrations received after the deadline dates will be returned!_____

SCHOOL FOOD SERVICE BASICS - 100 Fee: Member \$18.00 and Non-Member \$25.00
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Location	DatesTimes
Clawson High School Auditorium 101 John M St. Clawson, MI 48017 Deadline: April 1, 2002	April 15, 22, 29, 20022:30 p.m. - 6:00 p.m.
Jackson High School Library 544 Wildwood Ave. Jackson, MI 49201 Deadline: March 28, 2002	April 10, 17, 24, 20022:30 p.m. - 6:00 p.m.
Roseville Schools Administrative Office 18975 Church Street Roseville, MI 48066 Deadline: April 3, 2002	April 17, 24, May 1, 20022:30 p.m. - 6:00 p.m.

SANITATION AND FOOD SAFETY - 130 Fee: Member \$18.00 and Non-Member \$25.00
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Location	DatesTimes
Ovid-Elsie Schools Community Room 8989 East Colony Road Elsie, MI 48831 Deadline: March 27, 2002	April 10, 17, 25, 20023:00 p.m. - 6:30 p.m.
Lapeer Schools Admin. Office - Conf. Room 1025 West Nepessing Street Lapeer, MI 48446 Deadline: March 28, 2002	April 11, 15, 16, 20023:00 p.m. - 6:00 p.m.

PRINCIPLES OF FOOD PREPARATION - 150

Prerequisite: Sanitation & Safety - 120 or Sanitation & Food Safety - 130

Fee: Member \$18.00 and Non-Member \$25.00

Please bring a calculator to class.

Location

Grayling High School

1135 N. Old U.S. 27

Grayling, MI 49738

Deadline: March 28, 2002

DatesTimes

April 11, 16, 18, 2002 3:30 p.m. - 7:00 p.m.

Lapeer East High School

Teacher's Lounge

933 S. Saginaw Street

Lapeer, MI 48446

Deadline: April 11, 2002

April 25, 29, 30, 2002 3:00 p.m. - 6:00 p.m.

Use one form and one check per class.

DATE(S) OF CLASS: _____

Make check payable to MSFSA and mail to: Michigan Department of Education

Statewide Training Program--School Meals Unit

P.O. Box 30008, Lansing, MI 48909

*To complete your registration, we must receive a check or purchase order number by the deadline.
You may fax this information to (517) 373-4022.*

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<i>For Michigan Department of Education Use Only</i>	Check #		Amount	\$
	<input type="checkbox"/> School <input type="checkbox"/> Personal			

[Copy as necessary]

Statewide Training Program

Multi-Registration Form

Use one form and one check per class.

CLASS NAME: _____ _____ LOCATION OF CLASS: _____ _____ DATE(S) OF CLASS: _____ _____	SCHOOL DISTRICT: PHONE:	DISTRICT NUMBER:
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<i>Last Name</i>	<i>First Name</i>	<i>Social Security #</i>	<i>Home Telephone #</i>	<i>Home Address (Street, City, Zip)</i>	<i>MSFSA #</i>	<i>Fee Per Student</i>
1						
2						
3						
4						
5						

Check which type of menu planning method you use:

- | | |
|---|--|
| <input type="checkbox"/> Food based - traditional | <input type="checkbox"/> Nutrient standard |
| <input type="checkbox"/> Food based - enhanced | <input type="checkbox"/> Assisted NSMP |

Total the right hand column and attach a separate check for this amount only. L L L L L L L L L L
 Make checks payable to MSFSA.

\$

Make check payable to MSFSA and mail to:

Michigan Department of Education

Statewide Training Program--School Meals Unit

P.O. Box 30008, Lansing, MI 48909

To complete your registration, we must receive a check or purchase order number by the deadline.

You may fax this information to (517) 373-4022.

All registrations are accepted on a first-come, first-served basis. If this class is filled, the registration form and check will be returned to you. Confirmation letters will NOT be mailed. Assume that you are registered unless otherwise notified.

<i>For Michigan Department of Education Use Only</i>	<i>Check #</i>		<i>Amount</i>	<i>\$</i>
		<i>" School " Personal</i>		

[Copy as necessary]